OBIS Managers Committee Meeting and Strategy and Workplan Meeting
Oostende, Belgium
16-17 and 18-20 November 2009
Information for participants

1. **VENUE**
The 'OBIS Managers Committee Meeting' will be held on 16 and 17 November 2009 and 'OBIS Strategy and Workplan Meeting' will be held from 18 to 20 November 2009 in the:

UNESCO/IOC Project Office for IODE
Wandelaarkaai 7/61
B-8400 Oostende, Belgium
Tel.: +32-(0)59-34 21 34
Fax: +32-(0)59-34 01 52
Email: info@iode.org
url: http://www.iode.org/

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2. **ARRIVAL IN BELGIUM**
Please check your air ticket carefully and verify where your travel to Belgium terminates:

**BRU - (BRUSSELS AIRPORT- ZAVENTEM www.brusselsairport.be).**

For those arriving at Brussels Airport (BRU in the air ticket) to reach Oostende you will have to take the train as follows:

Arrival is on the second floor of the airport (LEVEL 2). The train terminal is on LEVEL -1. Please take the lift or elevator to level -1 for the train. Buy a ticket to Oostende (it will cost maximum 18 Euro but we recommend you to ask for the special ticket of 11,- Euro – BE AWARE you will be asked for a proof that you arrived by plane!!). If at the time of your arrival the ticket office is closed you can buy a ticket from the conductor in the train.

You will take a first train to Brussel Zuid (Bruxelles Midi), where you will have to change to another train for Oostende. There are frequent trains from the airport to Brussel Zuid (Bruxelles Midi) - about every quarter of an hour.

Departure times for the Oostende train from Brussels Zuid (Bruxelles Midi) is usually once per hour. Consult the monitors at the station.
Oostende is the final stop for this train so you will not miss this stop.
ZYR - BRUSSELS MIDI – BRUSSELS ZUID (arrival by train)

For those arriving at Bruxelles Midi (Brussel Zuid) Station you can take a train directly to Oostende (cost maximum 16 Euro – NOTE that you can buy a ticket at 11,- euro but you'll have to prove that you have travelled by plane so keep a copy of your e-ticket with you). The train times are usually once per hour. It is the same train that persons arriving from the airport shall take.

NOTE THAT YOU WILL TRAVEL FROM PARIS AIRPORT (http://www.paris-cdg.com) TO BRUSSELS MIDI BY THE HIGH SPEED TRAIN – THALYS (the train station, wherefrom this Thalys high-speed will leave, is located in Terminal 2 of the Charles de Gaulle airport).

3. ACCOMODATION

All participants have been booked at the:

Golden Tulip Bero Hotel
Hofstraat 1A
8400 Oostende, Belgium
Tel: +32-(0)-59-70 23 35
Fax: +32-(0)-59-70 25 91
Email: info@hotelbero.be
Url: www.hotelbero.be

The hotel is about 15 minutes walk from the train station (see red circle on the enclosed map). The cost of taxi from the train station to the hotel is about 5 Euros.

4. LOCAL TRANSPORT

The hotel is located in the city centre close to many restaurants, cafes, shops, and near the beach. Transportation will be provided from the Hotel to the UNESCO/IOC Project Office for IODE and back during the working days.

A staff member of the project office will welcome you on Monday 16 November 2009 at 08:45 am at the Golden Tulip Bero Hotel. On your check-in you will receive an envelope providing you with last minute information and meeting documents (if any).

You can reach the project office as well by the tram (direction 'Knokke') from the railway station or from the city center near the Kursaal (filled green circles on the map). The price of the ticket is about 1 Euro. You should leave the tram at the first stop after the railway station at 'Weg naar Vismijn' (empty green circle). Then follow the 'Vismijnlaan', in the direction of 'Vismijn' (green arrows on the map). The walk should take approximately 15 minutes. You can also take a taxi near both tram stops. The cost is approximately 15 Euro.

5. MEALS

A breakfast is provided by the hotel and included in the room price. Lunch will be provided during weekdays when the meeting is on. The participants are expected to cater for their dinners as well as lunches on the days that the meeting is not on.

6. PER DIEM (for those travelling (partially) on the budget of the project office)

Please take into account that we foresee a lump sum per diem of 110,- Euro for each night in Belgium. On top of that you will receive a amount of 100,- Euro for the terminal fare. You will have to pay the hotel yourself but the project office will provide lunches and transport.
7. **Weather Conditions**

Please note that the mean temperature in Oostende in November is +6.2°C and the average high and low temperatures are 9.1°C and 3.7°C. Average number of rainy days in November is 13.

More information on Oostende, your hotel, and the Project Office you can find at the project office website: [http://www.iode.org/projectoffice/](http://www.iode.org/projectoffice/).

8. **Small map**

Filled green circles – tram stops
Empty green circle – nearest tram stop to the Project Office